

*Town of Natick*  
*Massachusetts 01760*  
*Home of Champions*



Amy K. Mistrot, Chair  
Susan G. Salamoff, Vice Chair  
Michael J. Hickey, Jr., Clerk  
Jonathan H. Freedman  
Richard P. Jennett, Jr.

**MEMORANDUM**

**TO:** Board of Selectmen  
**FROM:** Trish O'Neil  
**DATE:** October 29, 2018  
**RE:** 2019 Liquor License Renewals

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**License Renewals:** The Board's vote to renew liquor licenses (which expire on December 31<sup>st</sup>) will be subject to license-holders having no outstanding taxes or fees that would affect renewal, a satisfactory compliance check by the Police Department, and submission of a complete renewal application along with all required materials and the license fee during the month of November. The following materials are required to be submitted:

- ABCC renewal form signed and dated by manager and/or officer or director of corporation
- Workers' compensation affidavit
- Verification of server training in accordance with Town training policy
- Payment of license fee
- CPA statements of gross receipts, alcohol sales, % alcohol to gross (this applies only to restaurants). Restaurants need to submit two statements: one for the period of January 1, 2017-December 31, 2017 and one for the period of January 1, 2018-September 30, 2018
- Certificate of inspection by the Building Inspector, signed by the Fire Chief (this does not apply to package stores)
- Proof of liquor liability insurance: minimum coverage of \$250,000 for injury to/death of one person; \$500,000 for any one accident resulting in injury to/death of more than one person (this does not apply to package stores)

**Outstanding Taxes/Fees:** The Collector's Office identified two license-holders as having outstanding fees/taxes a year or more overdue. A certified letter was sent on October 5<sup>th</sup> to both establishments informing them that they would not be able to renew their licenses until they are current. One establishment has made their payment as of this date, and the second establishment, which was sent a second notice of delinquency on October 17<sup>th</sup>, will be required to make payment before a license will be issued.

**Police Department Compliance Checks:** Police Department compliance checks are in progress and will continue throughout the month of November. The Selectmen will be kept apprised of any violations that require their attention.